

Policy for Circulating Videocassettes and DVDs

The James Kennedy Public Library has a collection of materials on videocassette and DVD. The following circulation rules apply to these materials:

1. The loan period for videocassettes and DVDs is one (1) week.
2. No more than 10(ten) items may be checked out per day per library card.
3. Videocassettes and DVDs should be returned in the audio/video drop box or at the circulation desk. The patron is responsible for any damages to the material as a result of being returned in the wrong drop box. Videocassettes and DVDs are to be placed on top of the check-in counter when they are returned inside the library.
4. Videocassettes must be rewound before being returned.
5. The patron is responsible for the return of the items in good condition. In case of loss, theft, or damage, the patron will be charged full replacement cost, plus a \$5.00 processing fee.
6. Reservations and renewals will be allowed.
7. The James Kennedy Public Library assumes no responsibility for damage to the borrowers' videocassette recorder or DVD player.
8. The patron is responsible for compliance with all applicable restrictions for the copyright law. Videocassettes and DVDs may be used only for private home viewing and are not licensed for group showings unless specifically identified as such.
9. The library reserves the right to deny service to any patron who does not comply with these policies.
10. Parents and / or guardians who are concerned about access to materials that they may consider inappropriate for their children are encouraged to speak with a librarian about setting limits on their child / children's cards.

Adopted 10/1990; Revised 1/1998;
Revised 1/2001; Name revision only
2/2002, revised 12/02, revised 4/03,
revised 1/08, revised 9/12